



## **Environmental Services**

### **Memo**

**To: Tom Johnston, Purchasing Manager**

**From: Jessica Taylor, Environmental Collection Coordinator**

**CC: Pippa Couvillion, Environmental Services Manager,  
Henry Hill, Deputy City Manager**

**Date: 9 October, 2008**

**Subject: Approval of Purchase Order for Environmental Industries in the amount of  
\$77,795**

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The City of Frisco, acting as lead agency in cooperation with the City of McKinney, Texas went out to bid for the collection, transportation and disposal of household hazardous waste (HHW) from a permanent facility, the Environmental Collection Center, in November, 2006. The bids' intent was to award a contract for one year with City options to renew for four additional one year terms. Environmental Industries was the successful bidder and they were awarded the contract to perform HHW collection, transportation and disposal of HHW.

Frisco residents use the Environmental Collection Center to safely dispose of household chemical products such as paints, pesticides and solvents. In fiscal year 2006/7 the facility provided service to 26,997 single family households, disposal costs for year totaled \$35,400. The contract was renewed in 2007 no pricing increases were effected at that time. Budgeted disposal costs for the year were \$58,000.

In May of 2008 the contract was renewed for another year with a slight increase in costs. This was due to end market disposal cost and increased transportation fees. Staff has reviewed and approved these increases. The Environmental Collection Center now provides service to 32,281 single family households. Since the time of bid, the number of single family households served has increased by 20% and the amount of product received at the center has more than doubled due to residential participation in this program.

Through the length of this contract, Environmental Industries has proved to be a reliable and professional vendor. Their expert knowledge continues to ensures the safe handling and disposal of the city's residential HHW.

A purchase order for the amount of \$77,795 has been requested to cover this year's anticipated HHW costs. This amount was part of the budget submitted and approved by Council for 2008/9. In view of this, Environmental Services is requesting approval of this purchase order.

